

*Office Memorandum* • UNITED STATES GOVERNMENT

25X1A9a TO : Mr. [REDACTED]  
 FROM : Chief, Transportation Division

DATE: 6 July 1949

SUBJECT: Monthly Report of Transportation Division Activities - June 1949

The following report covering activities of the Transportation Division during the month of June is submitted pursuant to your request.

1. Truck Operations

The following truck operations were performed during the month:

13 trips to New York, N.Y.  
 2 trips to Richmond, Va.  
 1 trip to Wilmington, Del.  
 236 local hauls in and around Washington

2. Que Building Motor Pool Operation:

1401 total trips made  
 63.6 average number of trips per day  
 9851 total miles operated  
 447.7 average miles per day  
 7.0 average miles per trip  
 9.0 average number of cars in pool per day  
 38.0 average time per trip

Comparison of total trips, total miles operated and average miles operated per day for past three months:

|       | <u>Total Miles</u> | <u>Total Trips</u> | <u>Average Miles Per Day</u> |
|-------|--------------------|--------------------|------------------------------|
| April | 9651               | 1214               | 459.5                        |
| May   | 9977               | 1381               | 475.0                        |
| June  | 9851               | 1401               | 447.7                        |

During the month the shuttle service between CIA Buildings and the Pentagon carried a total of 7830 passengers, an average of 355.9 per day.

3. Following is a report of the activities of the [REDACTED] Garage: 25X1A6a

Repair Jobs - 13  
 \*Labor - \$189.50  
 Parts - 84.42

Repair Jobs performed outside None

Maintenance Work 126  
 \*Labor - \$806.00  
 Parts - 64.45

\*Work performed by Mechanics

Maintenance Work (Performed by Mechanic's Helpers)

|                    |   |            |
|--------------------|---|------------|
| Cars washed        | - | 136        |
| Cars lubricated    | - | 43         |
| Other service jobs | - | 47         |
|                    |   | <u>226</u> |

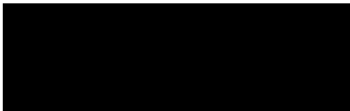
The total value of labor performed by the Mechanics in the garage during the month was \$995.50 compared with their total salaries of \$989.51 indicating a saving of \$5.99. The value of labor performed by the Mechanic's Helpers was \$416.25 compared with salaries of \$391.66, indicating a saving of \$24.59 or an overall saving of \$30.58 for the month.

4. Forty (40) passenger cars operated a total of 42,570 miles during the month while thirty-four (34) trucks operated a total of 15,611 miles.

5. Volume of work and flow of personnel through the Shipping Section for the month was as follows:

|                            |   |    |
|----------------------------|---|----|
| Rail Reservations          | - | 22 |
| Airline Reservations       | - | 43 |
| Hotel Reservations         | - | 1  |
| Fare Quotations            | - | 92 |
| Persons Processed Overseas | - | 5  |
| Domestic Travelers         | - | 45 |
| Transportation Requests    | - | 98 |

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Chief, Transportation Division